

**Return completed forms to Counseling by Tuesday, December 14<sup>th</sup>**

**Chattahoochee High School**  
Schedule Correction Form - Spring 2022

Name of Student (Print): \_\_\_\_\_ Grade: \_\_\_\_\_

**Priorities:**

- Students who are missing a course (empty period in schedule or missing core subject area)
- Students who need a course for graduation/college admission
- Students who have a course listed where credit has already been earned
- Students who need to make up a failed course

1. You may only submit **one** schedule correction form.
2. Teacher or period change requests will not be considered.
3. All changes are subject to availability and district placement guidelines. \*\*\*

**Correction #1 request:**

Current Class: \_\_\_\_\_

Replace with (1<sup>st</sup> choice): \_\_\_\_\_ (2<sup>nd</sup> choice): \_\_\_\_\_

Reason for the Request: \_\_\_\_\_

**Correction #2 request:**

Current Class: \_\_\_\_\_

Replace with (1<sup>st</sup> choice): \_\_\_\_\_ (2<sup>nd</sup> choice): \_\_\_\_\_

Reason for the Request: \_\_\_\_\_

**Correction #3 request:**

Current Class: \_\_\_\_\_

Replace with (1<sup>st</sup> choice): \_\_\_\_\_ (2<sup>nd</sup> choice): \_\_\_\_\_

Reason for the Request: \_\_\_\_\_

***My signature below indicates the following:***

***(1) I understand the corrections I have requested.***

***(2) I understand that I will not be able to request additional corrections after submitting this form.***

***(3) I understand I will not be able to switch back to my previous schedule after submitting this form.***

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Parent Email: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Student Email: \_\_\_\_\_